

## SUNY CANTON COLLEGE COUNCIL

### 247<sup>th</sup> MEETING

September 27, 2011

|                 |   |   |   |
|-----------------|---|---|---|
| <b>Present:</b> | Thomas Sauter<br>Ronald O'Neill<br>Roger Sharlow                    | Timothy Currier<br>Grace Burke<br>Chloe Ann O'Neil                | Cecily Morris<br>Richard Callan                                 |
| <b>Absent:</b>  | Daynelle Richards   |   |   |
| <b>Others:</b>  | Charles Fenner<br>Joseph Kennedy<br>Carli Schiffner<br>David Butler | Randy Sieminski<br>Molly Mott<br>Karen Spellacy<br>Michaela Young | Christine Gray<br>Martin Liu<br>David Gerlach<br>Stacey Basford |

#### ***Call to Order***

Chairman O'Neill called the meeting to order at 9:00 a.m.

#### ***Introductions***

Chairman O'Neill introduced Dr. Carli Schiffner, Provost/Vice President for Academic Affairs. Dr. Schiffner started in this position on July 1. Previously, she was the Chief of Staff for President Kennedy and also taught history for SUNY Canton.

Chairman O'Neill also introduced Mr. Martin Liu, Budget Director for Student Government Association (SGA). Mr. Liu will give the Student Government Update on behalf of Miss Daynelle Richards.

#### ***Chairman's Report***

Mr. O'Neill reported that the recent resolution passed by the Board of Trustees provided SUNY Canton time to do a study on shared services with SUNY Potsdam. The presidents of SUNY Canton and SUNY Potsdam have until March 30 to send a report to SUNY Central.

The second resolution providing the Chancellor the ability to name presidents never made it out of committee.

#### ***President's Report***

There was no President's Report.

#### ***Faculty Senate Update***

Ms. Spellacy handed out a letter with an attached resolution to the members. The letter was from the Faculty Senate President, Kenneth O'Brien, to the Chancellor. The University Faculty Senate Executive Committee passed the attached resolution. Ms. Spellacy stated that it is intended for the resolution to go in front of the entire Faculty Senate at their October meeting and have them endorse it. There are many opinions and thought processes happening in the Faculty Senate. Ms. Spellacy is not sure what will happen but stated that they are looking at things and asking questions.

### ***Faculty Assembly Update***

Dr. Fenner reported that the Faculty Assembly unanimously endorsed the College Council's July 28 resolution on shared services between SUNY Canton and SUNY Potsdam last Friday. Another resolution came before the Assembly for approval, but was tabled for further review. Dr. Fenner set up an Angel site where these items could be discussed and to do further resolutions. Dr. Fenner also reported that the Faculty Assembly passed the Faculty Senate's resolution without any abstentions. The Faculty Assembly has agreed to meet in two weeks to discuss further discuss the tabled resolution.

### ***UUP Chapter President Statement***

Mr. Butler reported that there is 100% local and state-wide UUP support for President Kennedy. They want to see him serve out his three years at SUNY Canton. They will be working with the legislature against a shared presidency when the legislature comes back into session in January.

### ***Student Government Update***

Mr. Liu introduced himself as the Budget Director for SGA, a junior in Finance, and originally from New York City. He stated that the students are in support of President Kennedy.

Mr. Liu reported that a group of students organized a surprise protest at the New York State Fair in Syracuse and were successful by taking advantage of the media coverage.

SUNY Canton's SGA Officers have been in contact with SUNY Potsdam's student government to try to get together for discussions. This is one of their main goals along with getting the Chancellor's attention.

Mr. Liu reported that SUNY Canton student, Nafeesa Johnson, represents the SUNY Technology Colleges on the Executive Committee of the Student Assembly of SUNY (SASU). The SASU president is automatically a SUNY Board of Trustees member. Miss Johnson traveled to Buffalo last week to push for a resolution that would halt the merger for the time being. Mr. Liu stated that SUNY heard them, but they still need to hear more student concerns.

### ***Academic Affairs Update***

Dr. Schiffner announced that she was pleased to be back.

She reported that she welcomed 12 new faces to her academic team this semester.

Enrollment numbers since the Census date are 3,558 without the Bosnian students. It appears to be down by about 100 students without their enrollment, but it will change after the Bosnian enrollment is done on October 3, proving to be another record enrollment.

Since Dr. Schiffner started, she has focused on strengthening the academic side of the house by working on five areas. The first area of creation was the Office of Institutional Effectiveness (OIE) within Institutional Research. The Institutional Research Office is lead by a director. Recently, a new director was hired on August 1, Sarah Todd. Ms. Todd is working with Dr. Schiffner to move away from number crunching to more evaluation of the data that is collected. A website has been created for the Institutional Research Office to help streamline the data request process. The OIE is also working on getting ready for the Middle States visit in 2013.

Dr. Schiffner has reorganized the Registrar's Office.

SUNY Canton's Strategic Plan and institutional assessment are being reviewed.

The second initiative that Dr. Schiffner has been working on is pre-college and retention efforts. Dr. Schiffner wants to formalize that more. She is also interested in a P20 initiative and outreach programs with our K-12 partners, as well as our partners throughout New York State and other areas that offer dual-degree funding opportunities.

Another area that Dr. Schiffner is working on is external academic outreach – Fort Drum, Akwesasne, and international programs.

The last area that Dr. Schiffner is working on is strengthening the academic infrastructure. She is working to replenish faculty that have been lost, updating performance programs, and getting her area in order. Dr. Schiffner stated she is trying to improve communication so everyone is aware of the decisions that are being made. She has started working on a blog and working with Twitter. Dr. Schiffner stated she has worked with Dr. Mott to get new programs for the new faculty, such as workshops specifically targeting advising and assessment. She is also working on strengthening the articulation agreements with community colleges throughout the State and making sure the State Education Department and SUNY System are aware of our programs that are being developed.

### ***Administrative Affairs Update***

Mrs. Gray reported that since the last College Council meeting SUNY Canton received a budget. There was another 12.3% cut in State Purpose Funding. Budget requests for all areas came in at over \$22 million. She reported that the budget came in at \$18.5 million, and to balance it, all equipment requests were removed. She indicated that they hope to find other funds for those requests throughout the year. She also indicated that \$2.6 million of cash balances will be used to get through this year, and as far as cash balances, SUNY Canton is one of the healthiest in SUNY. Mrs. Gray is pleased with that, because it is helping to weather the storm. She said the cash balances will continue with good enrollment, because it is tuition overflow. She reported that SUNY Canton's target is \$12 million with the expectation of taking in about \$2 million more than that which will help next year. Mrs. Gray stated that as long as there is good enrollment SUNY Canton will be in good shape financially. She also stated that a different analysis will be done and shared with the group.

Mrs. Gray reported that the Administrative Affairs side has met with SUNY Potsdam in the areas of accounts payable and purchasing. The combined staffs met and were given a homework assignment to determine what functions each individual does and report back next week. Mrs. Gray and Mr. Michael Lewis, CFO at SUNY Potsdam, will then review the functions to see if there are any areas for cooperation.

Mrs. Gray reported that Dana Hall is under construction. She anticipates that it will be back online in six to eight weeks.

### ***Advancement Update***

Mr. Gerlach elaborated on the enrollment numbers and reported that there was a 6% increase in the first-year and transfer students' goal – 960 goal, enrolled 953 and 200 goal, 299 enrolled. This leads to cash balances. He also reported that a new admissions counselor, Andres Sovero, was hired this Fall and will help to further their recruiting efforts.

Mr. Gerlach invited the College Council members to attend the first hockey game in our own ice arena on Friday night. He indicated that he would be passing out a written invitation during the meeting.

He reported that the Career Services Office is at the Odd Fellows Lodge in Ogdensburg today attending the job fair that Senators Patty Ritchie and Joe Griffo are hosting. SUNY Canton's Career Fair will be held on October 5.

Mr. Gerlach gave an update on the wind turbine. He reported that with NYPA support SUNY Canton has been pursuing a 1.8 megawatt turbine for the campus. He indicated that there have been bids, and a turbine model has been selected. There is close to \$2 million in potential grants for support on this project. A full report will be given if the financials look good.

Mr. Gerlach stated that the pressure house is moving forward and is also grant funded.

President Kennedy added that there was also an increase in students returning and going from a two-year to a four-year degree – about 100 students. He also reported that the Be Proud program historically only returned about 25% of the pre-CJ students; however, this year, over 80% were eligible to return. He also reported that our EOP retention is about a year ahead of the curve, because they have been pushed to be more selective in their admissions standards. Their retention has increased from about 39% to 60%. President Kennedy indicated that he does not have enough data to know why some students who are eligible to return just do not; he mentioned it could be economics. He would like to see this investigated further.

President Kennedy reported that he has been recommended to sit on the North Country Power Authority board.

Mr. Gerlach asked Mr. Sieminski to report on athletics. Mr. Sieminski reported to the group that President Kennedy, Dave Gerlach, Pat Martin, Teresa Minckler, and he visited the NCAA headquarters for SUNY Canton's exploratory meeting. There are six other schools in the exploratory process also.

Mr. Sieminski stated that the NCAA is looking for schools that are healthy in the number of sports and the number of athletes in those sports. He stated that SUNY Canton is good in that respect but feels that it would be best to get men's lacrosse online now as a varsity sport.

Mr. Sieminski reported that athletics has also helped enrollment this year. They have approximately 50-80 new students due in part to the three new sports that have been added – volleyball, women's lacrosse, and men's golf. He stated that the year has started off well. Men's golf has finished in second place in a couple of tournaments in Maine, and the volleyball team has won 9 of 11 matches. Men's and women's soccer is also doing well. The men's cross-country team won two invitationals, and women's cross-country has grown from just two runners last year to 16 this year.

Mr. Sieminski stated that the College Council members will be asked to endorse the move to the NCAA at their November meeting. Mr. Sharlow asked if the NCAA will expand for this or if other schools are getting out. Mr. Sieminski answered that it is primarily by expansion. Mr. Gerlach stated that our second major goal is to get into a division. President Kennedy stated that he feels SUNY Canton is obligated to take this step in order to fully utilize the new athletic facility. He indicated that Division III status means a lot to recruiting students. Mr. Sauter asked how these new athletes do academically compared to other students. Dr. Kennedy said that most student-athletes do better. Mr. Sieminski added that by playing schools closer to home it also helps to get SUNY Canton's name out there and helps with marketing. Mr. Gerlach reported that he met with nine alumni in Indianapolis prior to the NCAA meeting, and they were very excited about this prospect.

Mr. Sieminski ended his report by passing out this year's publications.

### ***Student Affairs Update***

Vice President Mott reported that as of the Census date there were 1293 students living in the residence halls, exceeding the budget goals of 1164. She indicated that the increase in students has been a positive force on campus by making it more vibrant and full.

Family Weekend was very nice and allowed the Step Team to show off their great dancing abilities.

Dr. Mott stated that her area is continuing with the student/University Police ride-along program, and the student safety program termed the Blue Light Program.

She also reported that University Police will hopefully move to Dana Hall in November.

Vice President Mott was pleased to report that the students have referred to the library on Facebook as “rad.” She is interpreting that to mean cool and is glad they are seeing it as a place to study and learn.

She also reported that the smoking policy is moving forward and has received cooperating responses from the students that she has spoken with.

Lastly, Dr. Mott acknowledged and thanked the student leadership for their support and citizenship.

### ***Reports***

Mr. Sauter made a motion to approve all the reports as presented. The motion was seconded by Mr. Sharlow and carried.

### ***Minutes of May 21, 2011***

Mr. Callan made a motion to approve the May 21, 2011 minutes as presented. The motion was seconded by Ms. O’Neil and carried.

### ***Minutes of July 28, 2011***

Dr. Burke made a motion to approve the July 28, 2011 minutes as presented. The motion was seconded by Ms. O’Neil and carried.

### ***Canton Task Force Resolution***

Chairman O’Neill presented a resolution developed by the Canton Task Force for endorsement by the College Council. Mr. O’Neill gave a brief background on how the resolution will be distributed. He indicated that it will be sent to the different Town/Village Boards for approval. It will then be forwarded on to our local representatives for their approval. Mr. Sharlow asked if someone should follow up with the areas that do not respond to ensure that it gets approved and moved forward. He also stated he would be willing to help with that if necessary. Mr. O’Neill asked Mr. Butler if he would bring that up at the next meeting. Mr. Sharlow indicated that he would like to know if there are any boards that do not approve it so that someone locally could maybe address it. Mr. O’Neill said he would make Mr. Button aware of that. Mrs. Morris suggested that maybe in the future they might want to include a generic wording about not merging at all instead of just opposing a shared presidency. It was also suggested that maybe other counties should also be included – Lewis, Jefferson, Franklin, etc. A motion was made by Mr. Callan to accept the resolution as presented. The motion was seconded by Dr. Burke and carried.

Chairman O’Neill suggested that maybe SLU’s and SUNY Canton’s Family Weekend be scheduled on a different weekend as the Canton restaurants were overcrowded.

### ***Student Handbook Addition***

Student Handbook revisions were presented by Vice President Mott. A motion was made by Dr. Burke to accept the revisions as presented. The motion was seconded by Mr. Currier and carried.

### ***Advisory Committee Appointment***

SUNY Canton Veterinary Science student, Ms. Jaylynn Boyce, was recommended for a three-year appointment to the Perkins Local Grant Committee.

A motion was made by Mr. Sauter to accept the advisory committee appointment. The motion was seconded by Ms. O'Neil and carried.

### ***MOU with Department of Defense***

The Department of Defense Memorandum of Understanding (MOU) was presented by Provost Schiffner. A motion was made by Mrs. Morris to accept the MOU. The motion was seconded by Mr. Sauter and carried.

### ***Homeland Security, B. Tech. Program Proposal***

The Homeland Security, B. Tech. program proposal was presented by Provost Schiffner. She stated that it has gone through our Faculty Assembly and will move to SUNY Central if approved today. President Kennedy stated that this degree stemmed from an interest from Fort Drum, specifically the career COs in the Army. A motion was made by Mr. Currier to accept the program proposal. The motion was seconded by Ms. O'Neil and carried. Mr. Sauter did oppose.

President Kennedy excused himself from the meeting.

### ***Presidential Search Committee***

Chairman O'Neill discussed the presidential search. He requested guidance from the College Council members as he makes his way through this process. He indicated that there will be a presidential vacancy on SUNY Canton's campus after this academic year, and the Education Law states that a search is to be done. Historically, the process has been to consult with the Chancellor and receive help from SUNY in the form of a liaison. Chairman O'Neill stated he is asking for the College Council members to vote on the formation of a presidential search committee. He indicated the membership of the search committee is as follows: four College Council members, six full-time faculty members, one student representative, one alumni representative, one College Foundation representative, one administrative/academic dean representative, and one professional staff member. Mr. O'Neill will be the Chair as per the Education Law. He asked that the College Council members email him their interest of serving on the search committee. The other areas choose their own representation. Mr. O'Neill stated that if approved he would contact SUNY Central letting them know the plan.

The members agreed with Chairman O'Neill and felt that the letter to the Chancellor should be very specific with a plan, timeline, and requests of her. Mr. O'Neill will draft a letter and send it to the College Council members for comments before forwarding to the Chancellor. They also felt that the Board of Trustees should be made aware of this plan as well. Chairman O'Neill warned that the search needed to be done completely by the book as the Chancellor's guidelines state that she can fail the search and appoint a president if anything is out of order.

Concern was also brought up in regards to how the vacancy is occurring – willing vs. forced. It was brought forth that the concern needs to now be on keeping SUNY Canton independent with its own president, and it was felt that Dr. Kennedy could use this time to help foster the growth of collaboration as a way to save money for each independent campus. Mr. Liu asked what the members wanted the students to focus on. The response was independence and a president for each college. Mr. Liu also shared with the members that the students are in the process of writing a letter to the Board of Trustees and possibly attending one of their meetings to voice their opinion.

Mr. O’Neill restated that he will draft a letter to the Chancellor and send a copy to the College Council members for their input. He will then notify the appropriate areas on campus that will be involved in choosing representatives for the search committee. Mr. O’Neill asked for the members’ approval.

A motion was made by Mrs. Morris to accept the Presidential Search Committee formation and notification. The motion was seconded by Mr. Sauter and carried unanimously.

### **ACT Conference**

Chairman O’Neill reminded the group that the annual meeting is in Cooperstown on October 14 & 15 this year. He indicated that several from SUNY Canton and other colleges will be in attendance.

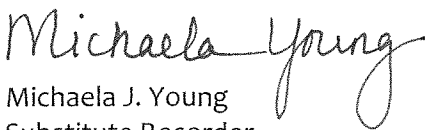
### **Old Business**

There was no Old Business to discuss.

### **Adjournment**

Ms. O’Neil made a motion to adjourn. The motion was seconded by Mr. Sharlow and carried at 10:21 a.m.

Respectfully submitted,

  
Michaela J. Young  
Substitute Recorder